

Eastern Illinois University The Keep

Minutes

Council on Academic Affairs

1993

April 22, 1993

Council on Academic Affairs

Follow this and additional works at: http://thekeep.eiu.edu/caa_minutes

Recommended Citation

Council on Academic Affairs, "April 22, 1993" (1993). *Minutes*. 954.
http://thekeep.eiu.edu/caa_minutes/954

This Article is brought to you for free and open access by the Council on Academic Affairs at The Keep. It has been accepted for inclusion in Minutes by an authorized administrator of The Keep. For more information, please contact tabruns@eiu.edu.

MINUTES OF THE COUNCIL ON ACADEMIC AFFAIRS

The April 22, 1993 meeting of the Council on Academic Affairs was held in the Arcola/Tuscola Room, MLK Union.

Members present: Mr. Boshart, Dr. Hoberman, Ms. Krueger, Ms. Yegge, Dr. Baumgardner, Dr. Shank, Dr. Bock, Dr. McAlister, Ms. Deimel, Dr. Hawker, Vice President Hill.
Members absent: Dr. Higelmire.
Staff present: Dr. Whitley, Ms. McDaniel, Mrs. Rawlings, Academic Affairs.
Visitors: Dr. Eisenhour, Mr. Guidotti, Ms. Duehmig, Mr. Isacson, Ms. Green, Dean J. Johnson, Ms. S. Carroll, DEN.

- I. Minutes.
The minutes of April 15, 1993 were approved as published.
- II. The Council would like to commend Billie Rawlings and Mary McDaniel for their work with the Council.
- III. Proposed Art Program Revision, (93-37).
Dr. Bock moved and Ms. Krueger seconded the motion to add this item to the agenda. Voting will be later.
- IV. Proposed Review of Admissions Policies, (93-38).
Dr. Baumgardner moved and Mr. Yegge seconded the motion to add this item to the agenda. Voting will be later.
- V. Report on the Curricular Qualities of the Major - Theatre Arts, (93-15).
Dr. Eisenhour, Mr. Guidotti, Ms. Duehmig, and Dr. McAlister presented the report and answered questions of the Council. The motion to accept the Report on the Curricular Qualities of the Major - Theatre Arts, as amended, passed unanimously.
- VI. Program Change in Theatre Arts, (93-36).
Ms. Duehmig and Dr. Eisenhour presented the proposed revision and answered questions of the Council. The motion passed unanimously.

This action approves the following to become effective Fall 1993:

Theatre Arts Major Core Requirements

Literature & Directing Courses

Theatre Arts 2258, 3751, 3752, 3445 or 3333 12 sem. hrs.

Theatre Arts Minor Core Requirements

Literature and Directing Courses

Theatre Arts 2258, 3445 or 3333 6 sem. hrs.

- VII. Common Course Proposal Format for CAA, CGS, and COTE, (93-11).
Mr. Boshart presented the proposed format and answered questions of the Council. The motion passed, as amended, with a vote as follows:
Yes: Dr. Baumgardner, Dr. Bock, Mr. Boshart, Ms. Deimel, Dr. Hoberman, Ms. Krueger, Dr. McAlister, Dr. Shank, Dr. Sutton, Mr. Yegge.
No: Dr. Hawker.

This action approves the attachment to become effective Fall 1993. (See attachment.)

- VIII. Proposal in Regard to the 120 Semester Hour Requirement, (92-71).
Mr. Boshart moved and Dr. Bock seconded the motion to postpone this item indefinitely. The motion passed unanimously.

Note: Ms. Krueger and Dr. Hoberman left at this point in the meeting.

- IX. Proposed CAA Request for Upper Division Integrated Core Courses, (93-1).
Dr. Sutton moved and Mr. Boshart seconded the motion to table this agenda item until September 30, 1993. The motion passed unanimously.

The meeting adjourned at 3:15. Billie Rawlings, Recording Secretary

EXECUTIVE OFFICER'S REPORT
April 7, 1993

The following items were approved by Executive Action to become effective as indicated below:

1. ECN 3972 -- change course description to read as follows: "Non-parametric statistics, chi-square and F distribution, multiple regression, index numbers, and time series with application to economics. Prerequisites: ECN 3971 and MAT 2120C, or permission of the instructor. (Effective Fall 1994).
2. PSY 2330 -- drop course from the curriculum. (Effective immediately).

ANNOUNCEMENT OF MEETING
April 29 1993, 2:00 p.m.
Arcola/Tuscola Room - MLK Union

Agenda:

- *88-99 Undergraduate Education Study of Eastern Illinois University.
- *92-95 Proposed Revision of the Therapeutic Recreation Option.
- *92-96 Proposed Review of the Course Deficiencies Admission Policy.
- *93-1 Proposed CAA Request for Upper Division Integrated Core Courses.
- *93-16 Report on the Curricular Qualities of the Major - English.
- *93-17 Report on the Curricular Qualities of the Major - Administrative Information Systems.
- *93-18 Report on the Curricular Qualities of the Major - Management.
- *93-19 Report on the Curricular Qualities of the Major - Music.
- *93-29 Discussion of Final Examination Practices.
- *93-30 Discussion of Academic Waiver Appeal Procedures.
- *93-31 Revised Course Proposal, ENG 2003: Creative Writing: Poetry.
- *93-32 New Course Proposal, ENG 2007, Creative Writing: Fiction.
- *93-33 Honors Course Proposal, ENG 3892, Shakespeare, Honors.
- *93-34 Proposed Revision in the English Major.
- *93-35 Proposed Revision in the Creative Writing Minor.
- *93-37 Proposed Art Program Revision.
- *93-38 Proposed Review of Admissions Policies.

Motion on floor.

NEW COURSE PROPOSAL FORMAT

Council on Academic Affairs, Council on Teacher Education, Council on Graduate Studies

1. **Catalog Description** in the style of the University Catalog, showing (a) course number, (b) title, (c) meeting times and credit such as (3-0-3), (d) term(s) to be offered (F, S, SU), (e) short title -- not to exceed 15 characters, including spaces, (f) course description -- not to exceed four lines, and (g) prerequisite(s). Do not abbreviate in (f) or (g).
2. **Objectives of the Course.**
3. **Outline of the Course**, specifying units of time (e.g., for a 3-0-3 course, 15 weeks of 45 fifty-minute class periods) for each major topic in the outline. Provide clear and sufficient details about content and procedures so that possible questions of overlap with other courses can be addressed. Indicate how students' achievement of slated course objectives will be evaluated--examinations, written reports or research papers, projects, oral presentations, etc. Specify any "non-traditional" delivery mode (e.g., workshop format, short course, condensed meeting times.)
For CGS consideration of courses numbered 4750-4999: additional requirements must be specified for students enrolling for graduate credit. A precise explanation identifying how the additional requirements will be evaluated must be included.
4. **Implementation**
 - a. Faculty member(s) to whom the course may be assigned. In case of a graduate course, if the department does not currently offer a graduate program, it must document that it employs faculty qualified to teach graduate courses.
 - b. Specification of any additional costs to students.
 - c. Text and supplementary materials to be used, including publication dates.
 - d. Term to be first offered.
5. **Rationale**
 - a. Purpose and need. For COTE consideration: Explain how the course fits into the department's approved certification program.
 - b. Justification of the level of the course and a list of all prerequisites.
 - c. Similarity to existing courses and/or effect upon programs in other departments. If substantial duplication of contents occurs or a program change outside the department is required, the new proposal should be discussed with the appropriate chairpersons, deans, or curriculum committees. Paragraph 5C should include a written statement of the reactions of these people to the proposal.
 - (1) Give a clear justification for the new course if it is similar to an existing course.
 - (2) Cite course(s) to be deleted if the new course is approved **or** the exceptional need to be met or the obvious gap to be filled.
 - (3) Describe any relevant program modification if the course is approved.
 - d. Requirement or elective. Specify programs, majors, or minors in which course is to be required or used as an approved elective. If the proposed course causes a change in a major, minor, etc., submit a separate proposal requesting that change along with the course proposal. Provide a copy of the existing program in the current catalog with the requested changes noted.
6. **Community College Transfer**
For undergraduate courses: State either "A community college course may be judged equivalent to this course" or "A community college course will not be judged equivalent to this course." Community college courses will not be accepted as equivalent to Eastern's 4000-level courses.
7. **Date approved by the department** _____
8. **Date approved by the College or School curriculum committee** _____
9. **Date approved by CAA** _____ **COTE** _____ **CGS** _____